

## **BOARD OF SELECTMEN**

### **Minutes of**

October 22, 2007

Chairman McArdle called the meeting to order at 7:30PM. Board members present in addition to Chairman McArdle were Richard Gandt, Steve Clark, Boyd Jackson, and Dick Carlson. Of the Selectmen's staff, Town Administrator Virginia Wilder, and Board Secretary Donna Rich, were in attendance. Other persons present were Jane Schraffa and Evelyn Hammond of the Topsfield Cable. Also present were Brendan Lewis of the Tri-Town Transcript, Officer Hayward, Police Chief Haglund, William, Wendy, Barrett and Hamilton Coke.

**Announcement:** Chairman McArdle announced that the Board would go into executive session at the end of the meeting to discuss mediation with Highway/Water and Park & Cemetery Unions and Bernstein v. Topsfield litigation and would not return to open session.

### **Appointments:**

**7:30PM – “No Litter Sign” for Asbury Street:** Chairman McArdle introduced Hamilton & Barrett Coke students at Shore Country Day who after seeing all the trash on Asbury Street and around town decided to do something about it. Assisting them in addressing this issue was Officer Gary Hayward. Chairman McArdle introduced the Cokes and Officer Hayward and invited them to tell their story. Barrett said that they had been collecting a full bag of trash along their road each week. Hamilton said that when they were in California this summer they noticed that there were signs indicating a \$1,000 fine for littering and that there was no trace of trash anywhere. They both wanted to do something about the trash situation in Topsfield. Under the direction of Officer Hayward, they prepared a Litter Report displaying pictures, with dates, of litter scattered around Town and submitted it to the Police Department. Officer Hayward noted that the boys should be commended for attaining this noteworthy goal; and that, as a result, there will be 2 “No Litter” signs placed on Asbury Street, one by the Hamilton town line and the other one on Asbury Street at Ipswich Road. Hamilton and Barrett's long term goal is to have a fine for littering adopted in a Town Bylaw. Selectman Jackson commented the young gentlemen on their exemplary efforts in this matter. He noted that they went to the right people, got the support they needed and he applauded their efforts. Chairman McArdle stated the Town could use more adults to follow the boys lead. Selectman Clark stated that the Coke boy's efforts could be a catalyst to have signs put up all over Town and that it should be discussed during each budget year. Chairman McArdle noted that the signs were being purchased and paid for through the Police Department's existing budget and the Highway Department has agreed to install them.

### **Announcement:**

Chairman McArdle stated that a memo was received from Police Chief Haglund announcing Halloween will be celebrated on October 31, 2007 between the hours of 5:30PM – 8PM.

**Selectmen Minutes:** Selectman Gandt made a motion to accept the October 9, 2007 minutes as amended; seconded by Selectman Clark; so voted 5-0. Selectman Gandt made a motion to accept the October 9, 2007 minutes of the Executive Session and to hold them until all matters have been resolved; seconded by Selectman Jackson, so voted 5-0. Selectman Clark made a motion to accept the October 15, 2007 minutes as amended; seconded by Selectman Gandt; so voted 5-0.

**OLD BUSINESS:**

Permanent Banner Pole Request: Dodds Shamroth of Wilmor Road submitted a second request for the erection poles in the downtown area to support banners that publicize Town events, specifically the Veterans Day Parade. Selectman Jackson had spoken to Dave Bond, Superintendent of the Highway Department, and reported that this request could be accomplished. The poles and labor for installation would be provided free to the Town. However, there are other policy issues that would need to be addressed. The Board agreed that more information was required and Ms. Wilder will explore how other surrounding Towns handle banners and report back.

**NEW BUSINESS:**

COA 5 Year Grant Formula Contract: A state contract for the COA formula grant to extend from 3 years to 5 years in the amount of \$39,169 was presented. The Board did not feel that a contract could be signed for a period of over 3 years. Ms. Wilder will obtain further information for the next meeting.

Willowdale Estate Ribbon Cutting: An invitation was received from Willowdale Estate for their opening celebration on October 30, 2007 beginning at 3:30PM. Chairman McArdle announced he is unavailable to attend, however, Selectman Gandt was asked by the Chairman to represent the Town at the celebrations.

**Town Administrator's Report:**

Please see attached report.

- Revised CORI Policy: minor language changes were noted and discussion on the purpose was provided. Selectman Clark made a motion to approve the policy as revised, Selectman Gandt seconded; so voted 5-0. Selectman Clark noted that we had a CORI officer, Heidi Bond, and a new one was not voted in May. Selectman Gandt made a motion to appoint Selectman Clark the Board of Selectmen's CORI officer for FY08, seconded by Selectman Jackson; so voted 4-0, Selectman Clark abstained.

**Correspondence & Reports**

Correspondence

North Shore Chamber Of Commerce: NS Chamber is hosting an information breakfast on October 31, 2007 on the proposed merger of North Shore Technical School and Essex Agricultural Technical School beginning at 7:30AM at the North Shore Community College.

Conservation Commission review of Property at 37 River Rd: Chairman Walter Harmer sent a letter to Ara Aftandilian requesting more information regarding the status of 37 River Road to determine if it is entitled to an agricultural exemption.

Reports

Board of Assessors: Minutes of September 14, 2007 were submitted.

Treasurer/Collector: Monthly Report for September was submitted.

Zoning Board Legal Notices received for 103 Main St., 285 Boston St., and 6 Central St.

Conservation Commission: CoC for 242 Ipswich Road, DoA for 244 High Street, AmendedOoC at 53 Main Street, ORAD at 49 Rowley Road, and OoC for 78 South Main Street and 11 Gail Street was submitted.

Library Trustees: Minutes of September 11, 2007 were submitted.

**Warrants:** The Selectmen signed and approved warrants in the amount of **\$ 411,985.78**. The breakdown is as follows:

Warrant #FY08:	
0 33T	\$ 70,709.33
0 33S	\$ 199,517.73
0 34	\$ 141,758.72

At 8:25PM Chairman McArdle entertained a motion to go into executive session to discuss the mediation with Highway/Water and Park & Cemetery Unions and Bernstein v. Topsfield litigation and would not return to open session; Selectman Clark seconded motion. A yes vote was recorded for Selectmen Jackson, Selectmen Carlson, Selectmen Gandt, Selectmen Clark and Chairman McArdle. Virginia Wilder and Donna Rich were present also.

Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

*Approved as written at the October 29, 2007 Board of Selectmen's meeting.*